



# CITY OF MANSFIELD

1200 E. Broad St.  
Mansfield, TX 76063  
mansfieldtexas.gov

## Meeting Minutes

### Mansfield Park Facilities Development Corporation

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Thursday, April 19, 2018

6:00 PM

City Hall Council Chambers

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#### 1. CALL TO ORDER

*Harold Bell, President, called the Regular Meeting to order at 6:05 p.m.*

**Absent** 1 - Lindsay Cadenhead

**Present** 6 - Harold Bell; Wendy Collini; Sandra Hightower; Bob Kowalski; Dee Davey and Neal Shaw

#### 2. RECESS INTO EXECUTIVE SESSION

*Harold Bell, President, recessed into Executive Session at 6:06 p.m.*

##### A. **Pending or Contemplated Litigation or to Seek the Advice of the City Attorney Pursuant to Seciton 551.071**

1. Seek Advice of City Attorney Regarding Pending Litigation - Cause No. 348-270155-14
2. Seek Advice of City Attorney Regarding STORE Master Funding VIII, LLC Waterpark Ground Lease Agreement

##### B. **Discussion Regarding Possible Purchase, Exchange, Lease or Value of Real Property Pursuant to Section 551.072**

1. Possible Linear Park Expansion
  - a. Property # 03-14-05

#### 3. RECONVENE INTO REGULAR SESSION

*Harold Bell, President, reconvened into Regular Session at 6:23 p.m.*

#### 4. TAKE ANY ACTION NECESSARY PURSUANT TO EXECUTIVE SESSION

*None.*

#### 5. APPROVAL OF MINUTES

[18-2701](#)

Approval of Meeting Minutes - March 22, 2018

**A motion was made by Wendy Collini, seconded by Dee Davey, that this matter be Approved. The motion CARRIED by the following vote:**

**Aye:** 6 - Harold Bell; Wendy Collini; Sandra Hightower; Bob Kowalski; Dee Davey and Neal Shaw

**Nay:** 0

**Absent:** 1 - Lindsay Cadenhead

**Abstain:** 0

## 6. CASH FLOW STATEMENT

[18-2702](#)

### Cash Flow Statement - March 31, 2018

*Cash Flow was distributed to Board members at the meeting with revised numbers (copy on file in the Parks and Recreation Director's Office). A month-to-month sales tax comparison through March was also made available.*

*Matt Young, Parks and Recreation Director, informed the Board that sales tax is up 12% for the month over last year and up almost 6.5% year to year. Matt also informed the Board that we are ahead of budgeted projections for revenue and below projected expenditures. Matt also informed the Board that all projects to date are within budget.*

## 7. DEPARTMENT UPDATES

### DIRECTOR'S REPORT ON LISTED ITEMS (MATT YOUNG)

[16-2066](#)

### Monthly Calendar Updates on City Council Agenda Items, City Meetings & Activities

*Matt Young, Parks and Recreation Director, provided the Board with an update on City Council items. City Council items to be discussed on April 23rd included an update on the Dog Park project. Matt also informed the Board the FY2019 budget submissions are due on April 27th. Matt also stated that an overview of budget submissions for FY2019 will be discussed at the May 17th Board meeting. June availability will be requested from the Board in order to schedule this year's work session.*

### PARKS SUPERINTENDENT'S REPORT ON LISTED ITEMS (TOBY FOJTIK)

[16-2067](#)

### Monthly Update on Daily Maintenance of Current Park Facilities

1) *Sports Complex: Staff has been performing regular seasonal field maintenance. Staff has supplies to fertilize and overseed all of Phillip Thompson with Bermuda Seed. The shade structure at the McKnight East playground was damaged by last weekend's storms.*

2) *Oliver Nature Park: Staff added new benches to the bird blinds, repaired some boards on the buildings, and made some general repairs to the restrooms. Staff is currently awaiting quotes for a newly designed gate. The camera systems have also been repaired. The purchase order for cedar boards has been sent to Fort Worth Lumber and delivery is expected next week.*

3) Chandler: Erik Uplegger, the new crew leader, is expected to start on May 4th.

4) Rose/Town/Allmons: The basketball court and trail lights have been repaired. Staff cleaned and added sand to the horseshoe pits. Quotes are being gathered to re-stripe the fire lanes and handicap lanes at Rose and Town Parks. Staff is also gathering quotes to have the restrooms repaired.

5) Overall: End of school year bus traffic remains heavy. Pavilion rentals and 5 K's remain constant. Staff will begin the summer with a maintenance schedule for Pond Branch trail and start up the splash pad at Chandler on Memorial Day weekend.

## **RECREATION SUPERINTENDENT'S REPORT ON LISTED ITEMS (ANDREW BINZ)**

[16-2068](#)

### Monthly Update on Current Programs & Services

1) Athletics:

- The All Sports Association meeting was held on April 4th.
- The next All Sports Association meeting is scheduled for July 11th.

2) Programs and Events:

- MAC Programming Update
  - a) Kids Zone Spring for the summer is full with 36 participants each week.
  - b) We are hiring Kids Zone attendants for the summer.
  - c) The Senior Volunteer Recognition dinner is tomorrow night, April 20th.
- Oliver Nature Park
  - a) Upcoming Field Trips:
    - 1. J.L. Boren
    - 2. Erma Nash
    - 3. Annette Perry
    - 4. Springtown Intermediate
    - 5. Matthew Road Primary Academy - GP
    - 6. Newman International Academy of Mansfield
- Special Events:
  - a) Rockin' 4th of July is scheduled for Tuesday, July 3rd.

3) General:

- a) MAC restroom upgrades include:
  - Automatic flushers
  - New sinks, mirrors, and hand dryers
  - New dividers
- b) Summer brochure is at the printers.
- c) A copy of the 2nd Quarter Report was provided to the Board.

## **8. CITIZENS COMMENTS**

None.

9. **OLD BUSINESS**

[17-2478](#)

Update; FY2017-2018 Existing Park Improvements

*Matt Young, Parks and Recreation Director, informed the Board that restroom upgrades at the Mansfield Activities Center are scheduled to be completed by the end of May. Replacement decking for Oliver Nature Park is procured through Fort Worth Lumber. Installation will be on an as-needed basis by the staff at Oliver Nature Park. Playground surface repairs at Katherine Rose Memorial Park are contracted and will be complete in May. The additional two namesake signs for the Chandler and Skinner facilities have been designed and are being reviewed by the City Manager's Office.*

[18-2703](#)

Update; Parks Administration Building

*Matt Young, Parks and Recreation Director, informed the Board that documentation for the contracts and permits is complete and a notice to proceed has been issued. Survey work has begun with earthwork scheduled to begin on April 23rd. Construction is expected to be completed in January 2019.*

[17-2564](#)

Update; Killian Park

*Matt Young, Parks and Recreation Director, informed the Board that the pavilion ground work has started and the pad has been poured with the piers dug out. Staff has received the plates for the pavilion and it has been shipped with a 2-3 week delivery time. The contractor will be working on the rest of the ground work while waiting for the pad's cure time and pavilion delivery. Project should be completed in May.*

[15-1235](#)

Update; On-Street Bicycle Master Plan

[14-0911](#)

Update; Walnut Creek Linear Park Phase II Design

*Matt Young, Parks and Recreation Director, informed the Board that the additional survey information regarding the USACE property use has been delivered and is under review in their offices. Staff is working with the design consultant developing the specifications and finalizing the plans based on the City's Development Review Committee comments. Bid advertisement is anticipated in May. A copy of presented documentation was provided to the Board.*

*Matt also discussed possible scenarios for SH 360 connection in response to Bob Kowalski. Matt also stated that he has discussed the Joe Pool Lake access issue with Grand Prairie.*

*Sandra Hightower asked about the possibility of the City paying an access fee. Matt replied that it is an option and the City may be heading in that direction.*

[17-2412](#)

Update; Dog Park

*Matt Young, Parks and Recreation Director, informed the Board that a public meeting was held on March 20th where two design concepts and a brief project history were presented to the public. The online survey also closed on April 8th and staff is analyzing the data compiled. Following input from the public meeting, the design*

*consultant created a final draft conceptual plan for staff review. Following review and input from the MPFDC Board and City Council, staff will move forward with the construction document and review process.*

[17-2270](#)

Update; Athletic Field Master Plan

*Matt Young, Parks and Recreation Director, informed the Board that the draft concepts were presented to the youth sports associations at the All Sports Association meeting on April 4th. Following review by the MPFDC Board, feedback will be incorporated into the concepts and staff will begin working on the draft report for the master plan. The goal is to have the final draft prepared for MPFDC Board and City Council adoption later this summer.*

10. **BOARD ANNOUNCEMENTS**

*None.*

11. **INFORMATIONAL ITEMS**

*None.*

12. **ADJOURNMENT**

*Harold Bell, President, adjourned the Regular Meeting at 7:49 p.m.*

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**Harold Bell, President**

**ATTEST:**

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**Lisandra Keller, Administrative Assistant II  
Parks and Recreation**